



LINCOLN PARK COMMUNITY CENTER

INDOOR FACILITY RENTAL APPLICATION

City of Rockville • 357 Frederick Avenue Rockville, MD 20850 • 240-314-8780 • www.rockvillemd.gov

Area(s) Requested *(Please Check all that apply)*

☐ MPR ☐ Kitchen (additional fees apply) ☐ Gym ☐ Library

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Today's Date: _____

Name of Rep/Org: _____

Address: _____

City: _____ St: _____ Zip: _____

Home Phone: _____ WorkPhone: _____

Cell: _____ Email: _____

Event/Activity: _____

Date Requested: _____ Alternative Date: _____

Start: _____ Setup Time: _____ End Time: _____ (½ hour set up & clean up is free)

Expected attendance (#'s): _____

Will Food/beverages be available? _____ Yes _____ No **(Alcohol is Prohibited)**

Equipment Requested: _____

Security Deposits, will be returned within 2 weeks, if no damages have occurred during rental

Applicant Signature: _____ Date: _____

For Office Use Only:		Rental# _____	
Community Group _____	Private Res/Bus _____	Senior/Youth _____	City Program _____ Other _____
Rental \$ _____	Date Due: _____	Cash _____	Charge _____ MO/CK# _____
Security Deposit \$ _____	Date Due: _____	Cash _____	Check# _____
Extra Fees \$ _____			
Total Due \$ _____	Date Due: _____		
SD Amount Returned: _____	Date SD Returned: _____	Rec'd SD (renter initials) _____	
Staff Initials: _____			